

**PEARLINGTON WATER & SEWER DISTRICT
BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING MINUTES**

May 15, 2015

The Board of Commissioners of the Pearlington Water and Sewer District met in official session on Wednesday, May 20, 2015, in the Pearlington Recovery Center.

In Attendance:

Absent:

Cabrina Bell, Commissioner

Rosa Jackson, Commissioner

James Lamy, Chairman

Denise Wilkinson, Commissioner

Zoe Bretzius-Bowers, PWSD General Manager

Ty Necaise, CPA

Mike Haas, Jr., Attorney

Chairman Lamy called the meeting to order at 4:02 p.m. The Pledge of Allegiance was said, followed by a moment of silent reflection.

PUBLIC REQUEST TO SPEAK

Anthony Vernaci addressed the Board regarding an incorrect billing address, a perceived untimely disconnect of water service, and a questionable meter reading. The PWSD General Manager insured that all future correspondence would be sent to his correct mailing address, his billing cycle would be changed to the end of the month, and the meter reading would be investigated.

OLD BUSINESS

- **Motion** was made by Commissioner Bell, seconded by Commissioner Jackson, to approve April 15, 2015 Minutes. **Motion passed.**
- **Motion** was made by Commissioner Bell, seconded by Commissioner Wilkinson, to approve the April 2015 Docket. **Motion passed.**
- **Motion** was made by Commissioner Wilkinson, seconded by Commissioner Bell, to move the docket forward to the current month. **Motion passed.**
- **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the May 2015 Docket. **Motion passed.**

NEW BUSINESS

- Date of next regular monthly meeting is June 17, 2015, at the Pearlington Recovery Center.

CHAIRMAN'S REPORT

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- HCUA Activity Summary:
The HCUA Board Member workshop was held April 23, 2015. Several proposals were presented at the workshop to address the funding issues of the HCUA. No plan of action resulted from the workshop, but Chairman Lamy feels that progress is being made toward a resolution of funding concerns.

BOARD MEMBER REPORTS

Commissioner Wilkinson expressed concern about the issues of conflict regarding the Hancock County Utility Authority. She also expressed concern about the increasing number of customers choosing to disconnect their water service and return to their existing wells. CPA Ty Necaie discussed his research into how other entities handle customer failure to pay. Continued research into options was recommended. Attorney Haas suggested that individual customers in violation should be personally contacted. He stated he would be willing to prepare a cordial letter to send out to those not in compliance in an effort to resolve issues and gain compliance.

CPA'S REPORT (TY NECAISE) (1 Attachment)

- Handbook Updates: Handbook committee meetings have started. The first activity of the committee is to revise the table of contents of the PWSD Employee Handbook.
- Monthly Budget Report was presented.
- ~~Mr. Necaie expressed a need for the District to change to a credit card with no annual fee. **Motion** was made by Commissioner Jackson, seconded by Commissioner Bell, to approve Mr. Necaie's request to complete an application for a credit card, with approval by Chairman Lamy, pending the outcome of Hancock Bank's answer to whether or not they will waive the \$50.00 fee we are currently paying. **Motion passed.**~~
- **Amendment to the Minutes: Motion** by Commissioner Jackson, seconded by Commissioner Bell, to approve the following amendment: Mr. Necaie has been granted permission to act as administrator on the Hancock Bank credit card, and Mr. Lamy would sign the application granting Mr. Necaie administrator rights. This will allow Mr. Necaie to request a fee waiver; to which Hancock Bank has verbally agreed. **Motion passed.**
- Mr. Necaie presented and discussed the proposed Pearlington Water & Sewer District Installation Rate Schedule, effective through January 20, 2016. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the proposed Pearlington Water & Sewer District Installation Rate Schedule, pending amendment of the disclosure at the bottom to reflect "up to actual cost" and "customers have to be current." **Motion passed.**

GENERAL MANAGER'S REPORT (4 Attachments)

Operations:

- PWSD General Manager explained the review of the Emergency Response Plan, as well as the Hurricane Preparedness Checklist, and the changes that were needed. Phone numbers were updated and the primary contact will be Chairman Lamy. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to approve the Emergency Response Plans and Hurricane Preparedness Checklist with changes. **Motion passed.**

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- PWSD General Manager explained the Security Vulnerability Self-Assessment for Public Water Systems. Action is needed on the posting of “No Trespassing” signs. **Motion** was made by Commissioner Jackson, seconded by Commissioner Wilkinson to approve the Security Vulnerability Self-Assessment for Public Water Systems and to approve the posting of “No Trespassing” signs at the Betty Baxter Maintenance Facility per the self-assessment.
- Negative reports are being received about the answering service. PWSD General Manager is investigating the reports.

ATTORNEY’S REPORT

There are currently no liens or court action to address.

EXECUTIVE SESSION

Motion was made by Commissioner Jackson, seconded by Commissioner Wilkinson, to go into executive session to discuss potential litigation. **Motion passed** with Commissioners Bell, Lamy, Jackson, and Wilkinson voting “Aye.” Executive Session entered at 6:18. p.m.

Motion was made by Commissioner Bell, seconded by Commissioner Jackson, to leave executive session. **Motion passed** with Commissioners Bell, Lamy, Jackson, and Wilkinson voting “Aye.” Executive Session ended at 6:32 p. m.

ADJOURNMENT

Motion was made by Commissioner Bell, seconded by Commissioner Jackson, to adjourn the meeting. **Motion passed.**

There being no further business, the Chairman adjourned the meeting at 6:35 p.m.

Denise Wilkinson, Secretary/Treasurer

James Lamy, Chairman